

State of Alaska FY2005 Governor's Operating Budget

Department of Law Legislation/Regulations Component Budget Summary

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Component: Legislation/Regulations

Contribution to Department's Mission

The Legislation and Regulations Section provides legal advice and assures compliance with legal standards regarding legislation and regulations that implement executive branch policy directives.

Core Services

The Legislation and Regulations Section drafts and edits legislation on behalf of the governor for introduction in the legislature, tracks and reviews all legislation for legal issues before the governor acts on it, and reviews virtually all regulations adopted by the executive branch for compliance with legal requirements. The section assists the governor's office in seeking passage of legislation introduced at the request of the governor. The section coordinates responses to legal questions and requests for information from legislators to the Department of Law. The section provides training on regulations and legislative matters to all state agencies and to assistant attorneys general. The section prepares the Drafting Manual for Administrative Regulations. The section frequently provides advice to state agencies regarding legal requirements for legislation, regulations, public records, and the Open Meetings Act. The regulations attorney serves as the executive branch representative to the National Conference of Commissioners on Uniform State Laws, which formulates model legislation on issues of nationwide concern.

FY2005 Resources Allocated to Achieve Results

FY2005 Component Budget: \$688,800

Personnel:

Full time	6
Part time	0
Total	6

Key Component Challenges

The Legislation and Regulations Section will be facing an increased demand for its services at a time when its staffing is at the same minimal level. The implementation of most major program and policy changes requires timely changes to statutes, regulations, or a combination of both. To defend any legal challenges successfully and to implement those program and policy changes in a timely manner, precise and clear regulations and statutes are essential. This section plays a crucial role in ensuring that regulations and proposed legislation meet those strict legal standards. The section sees a significant increase in regulations projects and proposed legislation and an increased burden to meet the requests of state agencies with timeliness and accuracy. It will be challenged to do so without additional resources.

A major segment of these regulations will be to implement the important policy directive to encourage development of the state's natural resources and other economic development initiatives. Businesses require a stable and predictable regulatory environment for planning investments and operational purposes. The section provides training regarding regulations and the editing of regulations to state agencies to further this goal. The section's resources are finite and its capacity to meet the increased demands of state agencies for these services will require additional resources.

Significant Changes in Results to be Delivered in FY2005

Approval to add an attorney with administrative law and technical drafting experience to assist in providing legal advice and editing will directly improve the section's ability to assist other state agencies in improving their decision making and

thereby positively affect the number of cases concerning statutes and regulations in which the state prevails at the outcome. The additional staff will mean that legal reviews of agency approved regulations will achieve a target of 100 percent on-time response measured by the percentage of responses delivered within a mutually agreed time period. The additional staff resources will also mean that we will be able to increase public awareness of agency regulation adoption process by holding one informational meeting for the public per year.

Major Component Accomplishments in 2003

- The section conducted legal review of over 2,500 pages of regulations during fiscal year 2003.
- In February, 2003 the section conducted a regulations training class by teleconference in Anchorage and Juneau on basic regulations development.
- The section conducted secretarial training classes in typing and format standards for legislation projects in the fall of 2003.
- The section coordinated preparation of and performed final editing on over 120 bill reviews within a 30-day timeline imposed by the governor.
- The section assisted the governor's office in attaining passage of 40 to 47 bills introduced on behalf of the governor.

Statutory and Regulatory Authority

AS 44.23.020

AS 44.23.040

AS 44.62.060

AS 44.62.125

Contact Information

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Legislation/Regulations Component Financial Summary

All dollars shown in thousands

	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
Non-Formula Program:			
Component Expenditures:			
71000 Personal Services	517.1	364.0	540.1
72000 Travel	2.4	11.0	11.5
73000 Contractual	101.7	99.2	114.9
74000 Supplies	9.0	12.3	15.8
75000 Equipment	5.6	0.0	6.5
76000 Land/Buildings	0.0	0.0	0.0
77000 Grants, Claims	0.0	0.0	0.0
78000 Miscellaneous	0.0	0.0	0.0
Expenditure Totals	635.8	486.5	688.8
Funding Sources:			
1004 General Fund Receipts	483.4	355.7	470.9
1007 Inter-Agency Receipts	152.4	130.8	217.9
Funding Totals	635.8	486.5	688.8

Estimated Revenue Collections

Description	Master Revenue Account	FY2003 Actuals	FY2004 Authorized	FY2005 Governor
<u>Unrestricted Revenues</u>				
None.		0.0	0.0	0.0
Unrestricted Total		0.0	0.0	0.0
<u>Restricted Revenues</u>				
Interagency Receipts	51015	152.4	130.8	217.9
Restricted Total		152.4	130.8	217.9
Total Estimated Revenues		152.4	130.8	217.9

**Summary of Component Budget Changes
From FY2004 Authorized to FY2005 Governor**

All dollars shown in thousands

	<u>General Funds</u>	<u>Federal Funds</u>	<u>Other Funds</u>	<u>Total Funds</u>
FY2004 Authorized	355.7	0.0	130.8	486.5
Adjustments which will continue current level of service:				
-PCN 03-0310 w/funding from Timekeeping and Support/Reclassify ADN# 0340126	0.0	0.0	79.6	79.6
-Changes to Retirement and Other Personal Services Rates	19.8	0.0	7.5	27.3
-To the Office of the Attorney General to adjust vacancy	-22.5	0.0	0.0	-22.5
-To Administrative Services to adjust vacancy	-29.5	0.0	0.0	-29.5
Proposed budget increases:				
-1 New Legislation and Regulations Attorney	147.4	0.0	0.0	147.4
FY2005 Governor	470.9	0.0	217.9	688.8

**Legislation/Regulations
Personal Services Information**

Authorized Positions			Personal Services Costs	
	FY2004 Authorized	FY2005 Governor		
Full-time	5	6	Annual Salaries	394,439
Part-time	0	0	Premium Pay	0
Nonpermanent	0	0	Annual Benefits	150,814
			<i>Less 0.95% Vacancy Factor</i>	(5,170)
			Lump Sum Premium Pay	0
Totals	5	6	Total Personal Services	540,083

Position Classification Summary

Job Class Title	Anchorage	Fairbanks	Juneau	Others	Total
Assoc Attorney II	0	0	2	0	2
Attorney IV	0	0	2	0	2
Attorney V	0	0	1	0	1
Law Office Assistant I	0	0	1	0	1
Totals	0	0	6	0	6